

MINUTES OF THE MINNEOTA CITY COUNCIL MEETING

PURSUANT TO CALL AND DUE NOTICE THEREOF, THE CITY COUNCIL OF THE CITY OF MINNEOTA, COUNTY OF LYON, STATE OF MINNESOTA, MET IN REGULAR SESSION IN THE CITY COUNCIL CHAMBERS ON MONDAY, JANUARY 11, 2016 AT 6:30 P.M.

COUNCIL PRESENT: Mayor Bill Ufkin
Council Member Mary Johnson
Council Member Tim Koppien
Council Member Nancy Reisdorfer
Council Member Jerry Teigland

STAFF PRESENT: Shirley Teigland

OTHERS PRESENT: Barb Knutson, Laura Knutson

ITEM 1: CALL TO ORDER

Mayor Ufkin called the regular monthly meeting to order at 6:30 p.m.

ITEM 2: CALL FOR AGENDA ADDITIONS

Mayor Ufkin called for agenda additions. The Administrator asked that the following items be added: \$10,534.74 additional bills register and the League of MN Cities Insurance Trust 2015 Property/Casualty Insurance dividend and calculations.

ITEM 3: ADOPT AGENDA

Koppien motioned, seconded by Johnson, to adopt the agenda as amended with the additions as listed above. MOTION PASSED UNANIMOUSLY

ITEM 4: APPROVE MINUTES

The Council reviewed the prior month Council meeting minutes. With no questions or additional comments, Johnson motioned, seconded by Koppien to approve the December 14, 2015 Regular Council meeting minutes. MOTION PASSED UNANIMOUSLY

ITEM 5: REPORTS AND UPDATES

(5a) - The Council reviewed the December 31, 2015 Police report as submitted by Chief Bolt; and (5b) – the current Financial Report as submitted by Administrator Teigland; (5c) – The Council reviewed a memo from the League of MN Insurance Trust showing calculations for the property/casualty insurance dividend of \$12,579.00.

ITEM 6: APPROVE DISBURSEMENTS

Johnson motioned, seconded by Reisdorfer, to approve the payment of \$258,538.01 (as listed on the check register summary), to approve the payment of \$20,735.03 (as listed on the payroll check register) and to approve the payment of \$10,534.74 in additional bills (as listed on the second check register summary). MOTION PASSED UNANIMOUSLY

ITEM 7: CONCERNED CITIZENS

No comments or requests were received either in person or in writing.

ITEM 8: CHAMBER SIGN

Barb and Rachel Knutson representing the Nordland Top-Notchers 4-H Club met with the Council and offered to be responsible for keeping the Chamber Message Board up to date with current activities along with doing maintenance on the sign as a community project. Teigland motioned, seconded by Johnson to approve the Nordland Top-Notchers 4-H Club’s community project. MOTION PASSED UNANIMOUSLY. The Council thanks the Nordland Top-Notchers 4-H Club for doing this project as a service to the community.

ITEM 9: RESOLUTION 16-01

Johnson motioned, seconded by Reisdorfer to approve Resolution 16-01 for the designation of official depositories for City funds and the official newspaper for the City. MOTION PASSED UNANIMOUSLY

ITEM 10: RESOLUTION 16-02

Teigland motioned, seconded by Reisdorfer to approve Resolution 16-02 for the annual designations and appointments for city attorney, acting mayor and council committee members. MOTION PASSED UNANIMOUSLY

ITEM 11: WAGE STEP SCALE

Due to wage increases approved with the 2014-2016 AFSCME union contract it is necessary to make adjustments to the current wage step scale to remain compliant with the State of MN Pay Equity requirements. Koppien motioned, seconded by Reisdorfer to approve a 2% wage step increase for the following wage step scales: librarian, city clerk, city administrator, and police chief. JOHNSON, KOPPIEN, REISDORFER, AND UFKIN VOTED AYE, WITH TEIGLAND ABSTAINING. MOTION PASSED

ITEM 12: EMPLOYEE REVIEWS

The Council scheduled the annual employee reviews for February 2, 2016 beginning at 6:00 p.m.

ADJOURNMENT

Koppien motioned, seconded by Johnson, to adjourn the meeting at 7:00 p.m. MOTION PASSED UNANIMOUSLY.

The next scheduled Regular Council Meeting is scheduled for February 8, 2016 at 6:30 p.m.

ATTEST:

Bill Ufkin, Mayor

Shirley Teigland, City Administrator

Council Approved February 8, 2016